

JOB DESCRIPTION

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Revision Date: _____

Job Title: Designer

Job Classification: Non-Exempt

Department: Engineering

Reports To: Section Head

Job Summary

Perform detail design work as per contract specifications and engineering standards. Perform drafting/preliminary drawings for sophisticated and complex drawings.

Duties and Responsibilities

- Perform detail design work.
- Perform drafting/preliminary drawings for sophisticated and complex drawings.
- Check the correctness of drawings.
- Ensure compliance to rules and regulations of classification societies/government regulatory bodies.
- Ensure compliance with contract specification.
- Obtain relevant information from vendors and subcontractors.
- Liaise with Production Department in resolving problems and performing trouble-shooting.
- Liaise with other Engineering sections on drafting matter.

Additional duties and responsibilities may be added to this position as required by the organization.

Commitment to QHSE

employees are required to follow Quality, Health, Safety, and Environmental Policies & Procedures on a daily basis. Employees are required to work safely, effectively, and efficiently in order to care for the environment, work place, and coworkers. Employees are highly encouraged to suggest ways to improve any aspect of the company's processes.

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Experience Qualification	
Minimum of 5 years in a marine offshore industry position Possess experience in utilizing AutoCAD 2D	Possess knowledge of class regulatory requirements Possess knowledge of basic marine systems

Skills and Abilities Qualification	
Proficient in MS Office: (Word, Excel, PowerPoint) Bilingual (English/Spanish) preferred Analytical Skills Mathematical Proficiency	Communication Skills Teamwork Oriented AutoCAD Skills

Education Qualification	
High School Diploma or Equivalent required 2 Year AutoCAD Technical Diploma Preferred	

Job Description Approvals	
Dept. Head Name: _____	
Dept. Head Signature: _____	Date: _____
HR Manager Name: _____	
HR Manager Signature: _____	Date: _____

Employee Acknowledgement of Job Description	
Print Employee Name: _____	ID#: _____
Employee Signature: _____	Date: _____